

Sequence for a typical referral response

Ligon to the NOW at <http://cii.nci.nih.gov> by clicking on the link NOW Production Version link and entering your IMPACII or GRITS User Name and Password in the logon box.

After choosing Referral Activity from the Program Activities module of the NOW the Referral Search screen (Fig.1) will be displayed as shown below.

This example uses the **search criteria of NCAB Year (2001), NCAB Month (05) and the Cancer Activity (CB).**

- Note:**
- 1) fields are **NOT** case sensitive
 - 2) You do **NOT have to fill in ALL of the fields** to do a search – you can use as few of the fields (gives a broad search) or as many of the fields (to narrow the search results) as you wish.
 - 3) You can **type the information** in the boxes or **select information** from the List of Values.
 - 4) The **wildcard value is %**, for example, %06841% will search for all applications with the serial number of 06841 regardless of type, mechanism or suffix.

NATIONAL CANCER INSTITUTE

Program Activities

Enter the search criteria in the appropriate input boxes that follow. The search results can be made smaller by selecting more search criteria. To assist in determining the search criteria the NCAB Year and Month along with the Cancer Activity Code has a List of Possible Values.

NCAB Year: [List of Possible NCAB Year/Month](#)

NCAB Month:

Full Grant Number:

Cancer Activity: [List of Possible Cancer Activities](#)

PI:


Grantee Institution:

Title:

[NOW Home](#) | [Program Activities Home](#)

Fig. 1 – Search screen with search criteria entered.

Clicking on the “Find Grant” button will cause the search to run; the search results are shown on the next screen (Fig.2).



Program Activities

Select the Grant Number for Referral Response

The NCAB Date Is: 05/2001

Grant Number.	CA	Principal Investigator	Institution	Title
1F31CA093083-01 Dual CA Is TR	CB	PLUMMER-GRIFFIN, ALISA C	CLARK ATLANTA UNIVERSITY	Cell Growth and Signaling by PDGF-B Receptor
1P01CA092625-01	CB	SHIPP, MARGARET A	DANA-FARBER CANCER INSTITUTE	Molecular Targets of Germinal Center B-Cell Lymphomas
1R01CA082491-01A2	CB	KRIWACKI, RICHARD W	ST. JUDE CHILDREN'S RESEARCH HOSPITAL	Structural Determinants in Cell Growth Control by p21
1R01CA084112-01A2 Dual CA Is TB	CB	VERMA, AJIT K	UNIVERSITY OF WISCONSIN MADISON	The Role of Protein Phosphatases in Apoptosis
1R43GM064313-01 Grant matches an ARA	CB	SYAGE, JACK A	SYAGEN TECHNOLOGY	2D Liquid-phase protein seperation MS analyzer

Records 1 to 5 of 5

[NOW Home](#) | [Program Activities Home](#)

Fig.2 – results of search

Selecting the second application on the list (1P01CA092625-01) by clicking on the hyperlink will bring up the Referral Response screen (Fig.3).

Program Activities

NCAB Year: 2001
 NCAB Month: 05
 Full Grant Number: 1P01CA092625-01
 Cancer Activity: CB
 PI: SHIPP, MARGARET A
 Grantee Institution: DANA-FARBER CANCER INSTITUTE
 Title: Molecular Targets of Germinal Center B-Cell Lymphomas

 ☒ **Accept**
☐ **Reject**
☐ **Refer To Other Program**
☐ **Release DUAL**

Submit Selection

Clear Selection

[NOW Home](#) | [Program Activities Home](#)

Fig.3 – referral response screen with “Accept” radio button selected

In this example we have chosen to Accept the referral – note the filled in radio button next to “Accept”

Clicking on the “Submit Selection” button causes a confirmation screen (Fig.4a) to display - this is where you will select the Program Director for the application.

Note that the drop down box will contain only Program Directors that are associated with the assigned Cancer Activity.

Confirm the Cancer Activity and Accepting Program Director:

Grant Number: 1P01CA092625-01

Cancer Activity assigned when referred: CB

Select the Accepting Program Director:

- CB - Freeman, Colette S.: Organization is - CANCER CELL BIOLOGY BRANCH
- CB - Gallahan, Daniel L.: Organization is - CANCER CELL BIOLOGY BRANCH
- CB - Spalholz, Barbara A.: Organization is - CANCER CELL BIOLOGY BRANCH
- CB - Strasburger, Jennifer : Organization is - CANCER CELL BIOLOGY BRANCH

[NOW Home](#) | [Program Activities Home](#)

Fig. 4a – Selecting the Accepting Program Director screen with available Program Directors displayed.

Confirm the Cancer Activity and Accepting Program Director:

Grant Number: IP01CA092625-01

Cancer Activity assigned when referred: CB

Select the Accepting Program Director:

CB - Freeman, Colette S.: Organization is - CANCER CELL BIOLOGY BRANCH

Accept Grant

Clear Selection

Click here to go back to list

[NOW Home](#) | [Program Activities Home](#)

Fig. 4b – Program Director selected

Click on the Program Director name to assign the selection.

The screen above (Fig. 4b) shows the selection of Colette Freeman as the accepting Program Director.

One now clicks on the “Accept Grant” button to complete the acceptance of the application. If all goes well a “Success” message (Fig. 5) is displayed, indicating that the record containing the information shown on the screen was entered into the database and the referral process is completed.

SUCCESS!

The Grant Number has been successfully accepted!

Grant Number: IP01CA092625-01

Cancer Activity assigned when referred: CB

Cancer Activity once accepted: CB

Program Director: Freeman, Colette S.: Organization is - CANCER CELL BIOLOGY BRANCH

Organization Abbreviation: CCBB

Organization Description: CANCER CELL BIOLOGY BRANCH

Cancer Activity Description: Cancer Cell Biology

Click here to go back to list

[NOW Home](#) | [Program Activities Home](#)

Fig. 5 – Success message displayed

Clicking on the “Click here to go back to list” button takes you back to the list generated by the initial search which has been updated to reflect the transaction you have just completed (Fig. 6).

In this case the list has gone from 5 items to 4 items, 1 P01CA092625-01 no longer appears on the list.



Program Activities

Select the Grant Number for Referral Response

The NCAB Date Is: 05/2001

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1R01CA082491-01A2	CB	KRIWACKI, RICHARD W	ST. JUDE CHILDREN'S RESEARCH HOSPITAL	Structural Determinants in Cell Growth Control by p21
1R01CA084112-01A2 Dual CA Is TB	CB	VERMA, AJIT K	UNIVERSITY OF WISCONSIN MADISON	The Role of Protein Phosphatases in Apoptosis
1R43GM064313-01 Grant matches an ARA	CB	SYAGE, JACK A	SYAGEN TECHNOLOGY	2D Liquid-phase protein separation MS analyzer

Records 1 to 4 of 4

[NOW Home](#) | [Program Activities Home](#)

Fig.6 – Updated list, displayed after clicking the “Click here to go back to list” button.